
INTEROFFICE MEMORANDUM

TO: CORA GEE
FROM: SHANTA DAVIS
SUBJECT: GOVERNOR'S ACHIEVEMENT AWARDS
DATE: 3/8/2002
CC: FELICIA GAVIN, STEVE HALE, & KELLY RILEY

The Governor's Business and Education Achievement Award applicants have responded and the tally includes five small businesses, no large business, one higher education and thirteen K-12 schools. On Friday, March 15, 2002 the judging process of the written information will take place.

The seven judges will utilize the Woolfolk 15th floor large conference room between the time of 8:30 am until 4:30 pm. After speaking with Mrs. Gavin, the Office of Governor can provide a meal that will allow the 7 judges to continue working. Cora may we request a menu of sandwiches, chips, cookies, coffee, tea & drinks. Please take to opportunity to present any dish that you choose to allow the 7 judges to continue there working lunch on Friday, March 15, 2002.

I will not be attending the judging process and would like to make sure details to serve the group are covered. Thank you for your time and efforts to make this program a success.